



Development Services Division  
55 N Center St. Mesa, AZ 85201  
Phone # 480-644-4273  
Fax #: 480-644-2418

## **SELF-CERTIFICATION PROJECT**

Construction Application is subject to a time limitation of 180 days after the date of filing.  
(Please fill out in ink and provide the following information and contacts)

Project Address \_\_\_\_\_ Lot # \_\_\_\_\_ Bldg.# \_\_\_\_\_ Suite # \_\_\_\_\_

Project Name \_\_\_\_\_ Project Valuation \$

Addenda \_\_\_\_\_ Deferred \_\_\_\_\_ Reference Main Permit # \_\_\_\_\_

List the scope of work of self-certified project to include Occupancy Group and Construction Type:

Square Footage: Sign \_\_\_\_\_ Livable \_\_\_\_\_ Non Livable \_\_\_\_\_ Pool \_\_\_\_\_ Spa \_\_\_\_\_ Total \_\_\_\_\_

Does this project include the installation or use of **Natural Gas**? Please circle: Yes No

Self-Certified Design professional shall be the main contact for this project.

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Email (required) \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Owner Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Cell \_\_\_\_\_

Fax # \_\_\_\_\_ Email (required) \_\_\_\_\_

### **APPLICANT/AUTHORIZED SIGNATURE** \_\_\_\_\_

(NOTE: Signature constitutes Applicant's certification that Applicant is the property owner or is an authorized agent of the property owner, which the applicant/authorized agent has identified and verified the property location)

### **WHEN A LICENSED CONTRACTOR IS REQUIRED, PLEASE SUBMIT THE FOLLOWING INFORMATION**

**Mesa Sales Tax #**

**Contractor Lic. # & Class**

**Contractor State Sales Tax #**

Contractor Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Fax # \_\_\_\_\_ Email (required) \_\_\_\_\_

**PAYER NAME** \_\_\_\_\_

**PAYER ADDRESS** \_\_\_\_\_

**PAYER SIGNATURE** \_\_\_\_\_

(NOTE: Payer Name MUST match name on check/credit card).

### **FOR OFFICE USE ONLY**

COMMERCIAL ☐

DATE RECEIVED \_\_\_\_\_ ADDRESS VERIFIED BY \_\_\_\_\_

RESIDENTIAL ☐

PROJECT # \_\_\_\_\_

PHOENIX QUALIFIED DESIGN PROFESSIONAL ☐

EXPIRATION DATE: \_\_\_\_\_

**BUILDING PERMIT #** \_\_\_\_\_

The City wishes to notify all applicants of certain rights the applicant has related to the issuance of a license. The City shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition. Unless specifically authorized, the City shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable, however this does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes. The City shall not request or initiate discussions with a person about waiving that person's rights provided to them under Arizona Revised Statutes Title 9, Chapter 7, Article 4. The requirements of A.R.S. § 9-843 may be enforced in a private civil action and relief may be awarded against the City and the court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in such an action against a municipality. A City employee may not intentionally or knowingly violate A.R.S. § 9-843 and a violation of the statute is cause for disciplinary action or dismissal pursuant to City policy. The requirements of A.R.S. § 9-834 do not abrogate the immunity provided to the City or its employees by A.R.S. § 12-820.01 or § 12-820.02.